

## **Superintendent**

Superintendents at Fairbank Construction Company are trusted and empowered with a great deal of responsibility. They are not constrained by rigid protocol but asked to achieve results, so long as their approach is consistent with the outstanding client service and high quality standards of our Company. They are in charge of the day-to-day decisions and operations at the jobsite and work closely with our Project Managers, Owners and Architects/Designers and subcontractors. They are expected to lead their construction teams in a way that maximizes the talent on the job in order to achieve the highest level of quality construction.

### **Required Skills and Experience:**

- Must be customer service oriented.
- Organizes, coordinates, and supervises the work of the Foreman, Sub-Contractor and/or craft employees on construction projects.
- Safety Conscious. Responsible for all aspects of jobsite safety.
- Mentor and implement safety policies and procedures.
- Determines work priorities and coordinates work activities within the design area and/or with others outside of the office; apportions work among employees according to abilities or specialized training.
- Coordinates new construction and major remodeling, which involves scheduling meetings and reviewing project documents (e.g. contracts, specifications, blueprints) as necessary.
- Collaborates with administrators on the supervision of all work operations.
- Keeps cost records on work performed and materials; is responsible for the control of costs in materials and wages.
- Exercises control over rate of construction progress in order to complete construction project within time limits; schedules jobs and operations.
- Estimates materials needed for specific jobs; estimates manpower needed for specific jobs.
- Leads inspection and commission of day to day construction work to enforce conformity to specifications.
- Acts as an advisor on job related problems.
- Interfaces and responds to individuals requiring information or service, such as agencies, department heads or others.
- Train employees on the job with the goal of developing them into the next level of construction professional.

**Minimum Qualifications:**

- High school graduation or equivalent;

**Personal Attributes:**

- Knowledge of all phases of building construction, including work commonly done by the various building crafts.
- Knowledge of electrical, mechanical, and structural systems.
- Knowledge of building materials, tools, and machines.
- Supervisory and mentoring ability and interest.
- Ability to read blueprints and specifications for building.
- General computer, writing, communication, and interpersonal skills.
- A desire and ability to provide outstanding customer service.

**Benefits Package:**

- Company Health and Life Insurance Plans
- Paid Time Off
- Paid Holidays
- 401k Retirement Plan